

Janet T. Mills
Governor

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Commissioner



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MEMORANDUM

TO: Licensed Child Care Providers

FROM: Office of Child and Family Services

DATE: August 5, 2020

SUBJECT: Child Care Development Block Grant CARES Act Funds

On July 17, 2020, the Mills Administration [announced](#) its investment of federal Coronavirus Relief Funds (CRF) and plans to utilize the remaining \$2.8 million from the [previously announced](#) \$11 million in Child Care Development Block Grant (CCDBG) CARES Act funding to support child care providers throughout Maine. The Department of Health and Human Services (DHHS), Office of Child and Family Services (OCFS) has received \$8.4 million to administer a program that provides child care providers with reimbursement for COVID-19 related business expenses. Details for this funding opportunity will be forthcoming soon.

At this time, OCFS will award the remaining \$2.8 million from CCDBG CARES Act funds to child care providers in the form of a one-time grant. All licensed child care providers that are open and providing direct child care by **September 8, 2020** are eligible to apply. Below are the details on how to apply for and receive the grant:

- All licensed providers who are open and providing care by September 8, 2020 are eligible to apply.
- The application period will be open from Wednesday August 5, 2020 to Friday August 14, 2020.
- Estimated grant amounts are below but are subject to change based on the number of applications.
 - Family: \$550
 - Small Facility: \$1,500
 - Center-Based: \$2,800
- Licensed Child Care Providers will need to complete the application found here: <https://www.surveymonkey.com/r/BY2QH6B>
- Providers who do not complete the application by the deadline will not be eligible for the one-time CCDBG CARES Act grant.
- Providers must have an accurate Vendor Code on file to receive any payments.
- Providers with multiple facilities must complete separate applications for **each** site.
- Checks will be issued as soon as possible beginning August 28, 2020.

- For audit purposes, receipts and records related to how funds are used must be retained by providers for a minimum of five (5) years and provided to OCFS upon request.

For questions or more information please contact Katharyn Zwicker at Katharyn.B.Zwicker@maine.gov